

Executive Secretary

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MEMORANDUM FOR MEMBERS OF EXECUTIVE OFFICERS GROUP

Subject: Proposed revision of Standardized Government Travel Regulations
(Office of Management and Budget Circular No. A-7)

Attached is a proposed amendment to the Standardized Government Travel Regulations to require the adoption of a lodgings-plus method of setting per diem rates by all departments and establishments. The majority of agencies already have systems for setting per diem rates which are compatible or almost compatible with the proposed system.

The need to establish the lodgings-plus system on a Government-wide basis has been considered in light of all the comments, general and technical, which have been received in connection with this proposal. We have concluded that better management of travel per diem will be achieved by implementation of this system and that agency travel funds will be conserved without adversely affecting the Government traveler.

We plan that this amendment will be issued about February 1, 1971. Any comments you may have on the draft should be received by January 15, 1971, to permit full consideration.

Dwight Ink
Dwight A. Ink
Assistant Director

Attachment